



City and County of San Francisco  
 SHELTER MONITORING COMMITTEE

AGENDA

Wednesday, **October 19, 2022** | 10:00 AM

<b>Roster:</b> <i>Chair Vacant</i>	<i>Committee Member Melanie Muasau</i>
<i>Vice Chair Diana Almanza</i>	<i>Committee Member Steven Clark</i>
<i>Secretary Cris Plunkett</i>	<i>Committee Member Lisa Rachowicz</i>
<i>Committee Member Britt Creech</i>	<i>Committee Member Joaquin Remora</i>
<i>Committee Member Belinda Dobbs</i>	<i>Committee Member Kaleese Street</i>
<i>Committee Member Tomiko Eya</i>	<i>Committee Member Traci Watson</i>

All SMC meetings are public. Homeless and formerly homeless San Franciscans are encouraged to attend.  
**PUBLIC COMMENTS WILL BE TAKEN AFTER DISCUSSIONS & BEFORE VOTES/ACTION**

I. CALL TO ORDER/ROLL CALL/AGENDA ADJUSTMENTS

A. MINUTES	DISCUSSION/ ACTION	
SEPTEMBER 2022 MINUTES	ACTING CHAIR ALMANZA	5 min

The Committee will review draft(s) of previous minutes.

*Explanatory document – [Committee Minutes](#).*

Public Comment will be heard before proposed action.

***Proposed Action: Approve last month’s Meeting Minutes***

II. OLD BUSINESS	DISCUSSION/ ACTION
------------------	--------------------

A. TELECONFERENCING RESOLUTION	ACTION	
	ACTING CHAIR ALMANZA	5 min

In accord with the City Attorney’s recommendation, a resolution allowing the Committee to continue holding meetings virtually will be voted upon.

*Explanatory document – [Teleconferencing Resolution](#)*

**Public Comment will be heard before a vote on the proposed action.**

***Proposed Action: Approve Resolution***

B. UPDATE ON COMMITTEE OFFICERS	DISCUSSION	
	MEMBERS	10 min

The Committee will accept nominations for officer positions—Chair, Vice Chair, and Secretary.

**Public Comment, if any, will be heard.**

- III. NEW BUSINESS/REPORTS *DISCUSSION/ ACTION*
- A. POLICY SUBCOMMITTEE *DISCUSSION* *15 min*  
SUBCOMMITTEE CHAIR PLUNKETT
- During last week’s subcommittee meeting, Members arrived at new language relating to the frequency of visits for Family shelters with no complaints, discussed issues related to animals at shelters, the reinflation of shelters, Members’ beginning to do inspections.
- B. FREQUENCY OF SHELTER INSPECTIONS *DISCUSSION* *15 min*  
SUBCOMMITTEE MEMBERS
- During last week’s subcommittee meeting, Members arrived at new language relating to the frequency of visits for Family shelters with no complaints, training, which if any Standards of Care not already addressed may warrant changing, inspections scheduling and whether to take a winter break.  
*Explanatory documents – §20.304 (Frequency of SMC Inspections), Proposed Language*  
**Public Comment will be heard before any proposed actions.**  
*Proposed Action: Ask that the BOS approve a revision to the Admin Code to allow the SMC to inspect shelters that are rarely out of compliance less than the current minimum of six times per year.*
- C. DEPT OF HOMELESSNESS AND SUPPORTIVE HOUSING *DISCUSSION* *15 min*  
HSH
- Update from the Department of Homelessness and Supportive Housing. In addition to the usual occupancy report, HSH will provide an assessment of the practicability of requiring secure storage for the bicycles of guests at the shelters that the SMC monitors.  
*Explanatory documents – Vacancy Report, Bicycle Report*  
**Public Comment will be heard.**
- D. DEPARTMENT OF PUBLIC HEALTH *DISCUSSION* *15 min*  
DPH STAFF
- Mention addition of new sites, e.g., 711 Post. Review of August complaints. Review of inspection schedule. Voting plan for 2023 officers. Recruitment efforts.  
*Explanatory documents – SOC Report*  
**Public Comment will be heard.**
- E. MENTAL HEALTH IN SHELTERS *DISCUSSION* *15 min*  
MEMBERS MUASAU AND CLARK
- Discuss ideas to augment mental health services and improve outcomes for shelter guests.  
*Explanatory document – PowerPoint presentation*  
**Public Comment will be heard.**
- F. AGENDA SETTING FOR FUTURE MEETINGS *DISCUSSION* *5 min*  
MEMBERS
- Members are encouraged to suggest items for future discussion/action.  
**Public Comment will be heard.**
- IV. GENERAL PUBLIC COMMENT *DISCUSSION* *5 min*
- Members of the public may address the Committee on items of interest to the public that are within the subject matter jurisdiction of the Committee for up to three minutes. With respect

to an action item [denoted by “Proposed Action” after the agenda item] on the agenda, members of the public may address the Committee for up to two minutes at the time such item is called. With respect to a discussion item [denoted by “Discussion”] on the agenda, members of the public may address the Committee for up to one minute at the time such item is called. Members of the public may only speak once per agenda item. Those who comment may submit a written summary (up to 150 words) of their remarks to assist staff in the compilation of the meeting minutes.

**ADJOURNMENT**

This item requires a motion, a second, and to be carried.

***Proposed Action: Approve adjournment***

To obtain copies of the agenda, minutes, or any explanatory documents, please contact Robert Hill at robert.hill@sfdph.org.

The ringing of and use of cell phones, pagers, and similar sound producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager or other similar sound-producing electronic devices. In order to assist the City’s efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based scented projects. Please help the City to accommodate these individuals.

**Know Your Rights under the Sunshine Ordinance (Chapter 67 San Francisco Administrative Code)** Government’s duty is to serve the public, reaching its decision in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people’s business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people’s review. **FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE THIS ORDINANCE, OR TO REPORT A VIOLATION OF THE ORDINANCE, CONTACT THE SUNSHINE ORDINANCE TASK FORCE:**

Administrator  
Sunshine Ordinance Task Force  
City Hall, Room 244  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102-4689  
Phone (415) 554-7724  
Fax 415-554-7854  
E-mail [sotf@sfgov.org](mailto:sotf@sfgov.org)

Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library, and on the City’s website at [www.sfgov.org](http://www.sfgov.org).

**Lobbyist Registration and Reporting Requirements**

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code § 2.100] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300; fax (415) 581-2317; web site: [sfgov.org/ethics](http://sfgov.org/ethics).

---

**Meeting Access Information (October 19, 2022, at 10:00 AM)**

**WebEx →** <https://sfdph.webex.com/sfdph/onstage/g.php?MTID=ed769e75c2cf5058eca5ca0c1b9476d5d>

Join by phone at **(415) 655-0003**  
Meeting ID number/access code: **2458 904 5068**  
Meeting password: **SMC22**